



Coventry City Council

## Job Description

<b>Job Title:</b>	Senior Practitioner, Mental Health	<b>Job Number:</b>	
<b>Services:</b>	Adult Social Care	<b>Grade:</b>	8
<b>Location:</b>	Various		

### Our values:

We expect everyone who works for us to be committed to our One Coventry values and to share our commitment to becoming a more diverse and inclusive organisation.

### Job Purpose:

To work in partnership with senior managers and others to facilitate the development of social care staff in mental health teams across Coventry at a range of levels.

Take a lead in developing and promoting high quality social care practice within mental health service provision.

To provide a social work service as a member of a multi-disciplinary community mental health team to people with mental health needs, their families or carers.

To act as an Approved Mental Health Professional (AMHP) and participate in the AMHP rota.

### Main Duties and Responsibilities:

1. Demonstrate a high level of professional competence in social work practice to nationally recognised standards, including adopting a person centred, recovery focussed and reflective approach.
2. To facilitate and support the professional development of social care staff by providing professional supervision and mentoring to staff.
3. To support Team Managers and Deputies in the appraisal of social care staff.
4. Organise, and where appropriate facilitate, professional development opportunities for staff and student placements in liaison with the Social Care General Manager, Approved Mental Health Professional Lead and Team Managers.
5. To work in partnership with higher education establishments to select, assess and support candidates for professional training programmes as a West Midlands Consortium member.



Coventry City Council

6. Provide a range of AMHP duties including participating in the AMHP rota.
7. Design and implement induction and foundation processes for Newly Qualified Social Workers.
8. Provide a clear and responsive practice leadership role within the service including modelling best practice, mentoring staff and promoting the highest professional standards via AMHP forums, action learning sets etc.
9. To assist with AMHP re-approval processes.
10. Manage the performance of staff in collaboration with the Social Care General Manager, AMHP Lead, Team Managers and Service Leads, including the design, implementation, monitoring and review of practice improvement action plans for individuals and groups of staff.
11. Provide a professional social work service to people with severe and enduring mental health problems.
12. Participate in identifying appropriate care co-ordination activities and in developing effective individual care plans for service users in consultation with others.
13. Co-ordinate care plans, and regularly review and evaluate with others the effectiveness of the care plan and agreed outcomes.
14. To identify and coordinate a range of resources that can deliver positive strength based outcomes for service users, recognising promoting independence and self-determination, choice, care and responsibility.
15. Attend and contribute to multi-disciplinary reviews for service users.
16. Apply a high level of knowledge and skills in social work practice in relation to those adults with mental health problems to facilitate realistic change and positive outcomes appropriate for the service user.
17. Attend and participate in regular team meetings.
18. Ensure personal professional development by participating in training programmes, courses and seminars in consultation with and the approval of the Team Manager and Social Care General Manager.
19. Participate in regular supervision.
20. Maintain prompt accurate records and other documentation relating to work with service users in accordance with approved policy and procedures
21. Comply with the appropriate legal statutes and departmental policy affecting social work operations.
22. Undertake the professional supervision of delegated staff and students where agreed and appropriate.



23. Any other duties and responsibilities within the range of the salary grade.

The post holder must comply with Coventry City Council's health and safety policy and in particular is required:-

- To take reasonable care for their own health and safety at work and of those who may be affected by their actions or by their omissions
- To cooperate with their line manager and senior management, to work safely, to comply with health and safety instructions and information and undertake appropriate health and safety training as required
- Not to intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety and welfare
- To report to their manager any health and safety concerns, hazardous condition or defect in the health and safety arrangements.

**Any further Health and Safety responsibilities relevant to this post will be set out in the offer letter and Written Statement of Particulars**

The post holder must comply with the Interagency procedures of the Safeguarding Boards and Coventry City Council's policies for safeguarding children and safeguarding adults and in particular is required:-

- To ensure they are aware of the signs that may suggest a child or vulnerable adult is being abused or neglected
- To report to their manager, or other appropriate manager, any concerns they may have that suggest that a child or vulnerable adult may be being abused or neglected immediately

**Any further Safeguarding Board responsibilities relevant to this post will be set out in the offer letter and Written Statement of Particulars**

Post holders will be accountable for carrying out all duties and responsibilities with due regard to the City Council's Workforce Diversity and Inclusion Policy.

Duties which include processing of any personal data must be undertaken within the corporate data protection guidelines.

<b>Responsible for:</b>	<b>AMHPs and Social Workers</b>	<b>Responsible to:</b>	<b>Team Manager General Manager</b>
<b>Date Reviewed:</b>		<b>Updated:</b>	<b>July 2021</b>



Coventry City Council

## Person Specification

<b>Job Title:</b>	Senior Practitioner, Mental Health	<b>Job Number:</b>	
<b>Services:</b>	Adult Social Care	<b>Grade:</b>	8
<b>Location:</b>	Various		

Area	Description
<b>Knowledge:</b>	<ul style="list-style-type: none"> <li>Relevant legislation, policy and guidance in relation to people with mental health problems (to include the 1983 Mental Health Act (revised in 2007), the Mental Capacity Act 2005, The Care Act 2014, the Care Programme Approach, The Children's Act, MHA and MCA Codes of Practice, Human Rights Act .</li> </ul>
	<ul style="list-style-type: none"> <li>Understanding of the range of service users' needs and the range of provision to meet those needs.</li> </ul>
	<ul style="list-style-type: none"> <li>The role and purpose of an AMHP</li> </ul>
	<ul style="list-style-type: none"> <li>Knowledge of SWE requirements and Continued Professional Development</li> </ul>
	<ul style="list-style-type: none"> <li>Knowledge of PQ award structures for social workers.</li> </ul>

<b>Skills and Abilities:</b>	<ul style="list-style-type: none"> <li>Skilled in working with service users to identify need, develop care plans, arrange services to meet need, monitor service provision and review care plans.</li> </ul>
	<ul style="list-style-type: none"> <li>Skilled in responding to working in crisis situations and the assessment and management of risk.</li> </ul>
	<ul style="list-style-type: none"> <li>Effective communication skills - verbally and in writing, eg. complex letters, reports, supervision records, etc.</li> </ul>
	<ul style="list-style-type: none"> <li>Able to organise an allocated workload, prioritise tasks to achieve goals and meet deadlines.</li> </ul>
	<ul style="list-style-type: none"> <li>Able to work in an anti-discriminatory and non-judgemental manner and promote such practice.</li> </ul>
	<ul style="list-style-type: none"> <li>Able to follow specific procedures and work within guidelines, using support and supervision appropriately.</li> </ul>
	<ul style="list-style-type: none"> <li>The ability to effectively supervise and teach/develop individuals and groups.</li> </ul>
	<ul style="list-style-type: none"> <li>To respect and maintain confidentiality of information</li> </ul>

<b>Experience:</b>	<ul style="list-style-type: none"> <li>Extensive experience of working in a community setting with people with mental health problems</li> </ul>
	<ul style="list-style-type: none"> <li>Working as an Approved Mental Health Professional</li> </ul>



Coventry City Council

--	--	--

<b>Educational:</b>	• Dip SW, CQSW, CSS or equivalent.	
	• ASW or AMHP Qualification	
	• Practice Placement Teacher/Fieldwork Educator (practice teaching award or PQ6)	
	• Evidence of continuing professional development.	

<b>Special Requirements:</b>	<ul style="list-style-type: none"> <li>• This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS).</li> </ul>
------------------------------	--

<b>Date Reviewed:</b>		<b>Updated:</b>	July 2021
-----------------------	--	-----------------	-----------